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Emploi et Immigration Canada

Occupational Analyses Series

Baker

Canada

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Occupational Analyses Series

Baker

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RELATED OCCUPATIONAL TITLE

This analysis covers tasks found in the occupation having the following name, as identified by the different provinces and territories of Canada:

Baking

LIST OF OCCUPATIONAL ANALYSES

* Aircraft Gas Turbine Engine Repair and Overhaul Technician

Aircraft Structural Repair Technician (1992)

Aquaculture Technician (1977)

Arts Administrator (1989)

♦ Automotive Partsperson

♦ Automotive Service Manager

AUTOMOTIVE SERVICE TECHNICIAN (1990)

* Automotive Technician - Air-Conditioning, Engine Cooling and Heating

Automotive Technician - Automatic Transmission (1990)

* Automotive Technician - Diagnostic

Automotive Technician - Electrical/Electronics (1991)

Automotive Technician - Engine Repair and Fuel Systems (1989)

Automotive Technician - Front-End (1989)

Automotive Technician - Manual Transmission, Driveline and Brakes (1990)

BAKER (1991)

Blaster (Surface) (1987)

\+ **BOILERMAKER (1978)**

♦ **BRICKLAYER AND STONEMASON (1982)**

* **CABINETMAKER**

* **CARPENTER (1982)**

Cement Finisher (1983)

CONSTRUCTION ELECTRICIAN (1990)

COOK (1991)

* Crane Operator (1984) - Next edition will be Red Seal

Electrical Mechanic (1981)

♦ **ELECTRONICS TECHNICIAN - CONSUMER PRODUCTS**

Electronics Technician Vol. I (1986)
(Video Equipment)

Electronics Technician Vol. II (1986)
(Audio Equipment)

Electronics Technician Vol. III (1986)
(Computer Equipment)

Electronics Technician Vol. IV (1986)
(Office Equipment)

Electronics Technician Vol. VI (1986)
(Communication Equipment)

Electronics Technician Vol. VII (1986)
(Signaling Equipment)

Electronics Technician Vol. VIII (1986)
(Navigation Equipment)

Electronics Technician Vol. IX (1986)
(Video Game Equipment)

Electronics Technician Vol. X (1987)
(CADD Equipment)

Electronics Technician Vol. XI (1987)
(CAM Equipment)

Electronics Technician Vol. XII (1987)
(Robotics Equipment)

Electronics Technician Vol. XIII (1987)
(Biomedical and Laboratory Equipment)

Electronics Technician Vol. XIV (1987)
(Industrial Process-Control Equipment)

\+ Farm Equipment Mechanic (1981)

FLOORCOVERING INSTALLER (1991)

\+ Glazier (1986) - Next edition will be Red Seal

* Hairstyling and Barbering (1980) - Next edition will be Red Seal

Heating (Gas and Oil) Servicer - Commercial and Industrial (1978)

\+ **HEAVY EQUIPMENT MECHANIC (1987)**

Heavy Equipment Operator (1983)

* Home Builder - Low Rise

INDUSTRIAL ELECTRICIAN (1987)

INDUSTRIAL INSTRUMENT MECHANIC (1988)

INDUSTRIAL MECHANIC (MILLWRIGHT) (1988)

Informatics (1980)

♦ **INSULATOR (HEAT AND FROST)**

Interior Wall and Ceiling Finisher (1978)

♦ Ironworker (1977) - Next edition will be Red Seal

LINEMAN (1988)

* **MACHINIST (1984)**

Major Electrical Appliance Repairer (1984)

MOTOR VEHICLE BODY REPAIRER (1989)

♦ **MOTOR VEHICLE REPAIRER (TRUCK AND TRANSPORT) (1983)**

\+ **OIL AND SOLID FUEL HEATING MECHANIC (1986)**

♦ **PAINTER AND DECORATOR (1983)**

PLUMBER (1989)

Power Engineer (1986)

REFRIGERATION AND AIR-CONDITIONING MECHANIC (1989)

* Renovation Contractor - Residential

ROOFER (1991)

SHEET METAL WORKER (1990)

SPRINKLER SYSTEM INSTALLER (1986)

STEAMFITTER-PIPEFITTER (1989)

* Tool and Die Maker (1984) - Next edition will be Red Seal

WELDER (1989)

* new edition available - 1992-1993
♦ being processed
\+ scheduled for development or revision - 1992
RED SEAL ANALYSES ARE INDICATED IN CAPITAL BOLD LETTERS

REQUESTS FOR THESE PUBLICATIONS SHOULD BE FORWARDED TO:

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FOREWORD

The first National Conference on Apprenticeship in Trades and Industries, held in Ottawa in 1952, recommended that the federal government be requested to co-operate with provincial apprenticeship committees and officials in preparing analyses of a number of skilled occupations. To this end, Employment and Immigration Canada sponsors a program, under the guidance of the Canadian Council of Directors of Apprenticeship, to develop a series of analyses.

The Occupational Analysis Program has the following objectives:

- to identify and group the tasks performed by skilled workers in particular occupations;
- to identify those tasks that are performed by skilled workers in every province and territory;
- to develop instruments for use in the preparation of interprovincial standards "Red Seal" examinations and curricula for training leading to the certification of skilled workers;
- to facilitate the mobility, in Canada, of trainees and skilled workers; and
- to supply employers and employees, and their associations, industries, training institutions and governments with analyses of the tasks performed in particular occupations.

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GUIDE TO ANALYSIS

SCOPE OF ANALYSIS

For the purpose of this analysis, a baker is a fully qualified tradesperson who will:

- be able to produce a variety of breads, pastries, yeast goods, cakes and desserts;
- decorate specialty cakes;
- prepare ice creams and fillings;
- have a good understanding of confectioneries and ethnic baking;
- be thoroughly familiar with safety requirements and safe work practices;
- be thoroughly familiar with health regulations pertaining to food so as to prevent food poisoning; and
- be aware of and practise good personal hygiene.

The baker, after basic training, will then be able to choose a field of specialization.

Only limited by the imagination and creativity of the individual, strong emphasis is placed on product knowledge, professional ethics, hygiene and attitude toward the occupation.

Personal traits, such as attitude, interests, temperament and capacities as well as personal presentation are fundamental prerequisites for bakers entering the occupation.

Talents in painting, modelling and good hand and eye coordination will allow the individual to excel in the baker occupation.

This analysis is neither a course outline nor is it intended to indicate that the tasks and sub-tasks should be mastered in the sequence shown. The primary purpose is to serve as a guide for the development of institutional and on-the-job training programs.

DEVELOPMENT OF ANALYSIS

A draft of this analysis was developed by persons having extensive knowledge and experience in the baker occupation.

The draft was then assigned to occupational analysts of Employment and Immigration Canada for review and edit to ensure conformity with the nationally approved format.

The analysis was then forwarded to provincial/territorial authorities for validation by specialists in the field. Their recommendations were assessed and incorporated in the analysis.

The final draft has been translated and printed in both official languages.

STRUCTURE OF ANALYSIS

To facilitate the understanding of the nature of the occupation, the work performed is divided into the following divisions.

A. **BLOCK** - is the largest division within the analysis and reflects a distinct operation relevant to the occupation.

B. **TASK** - is the distinct activity, that combined with others, makes up the logical and necessary steps the worker is required to perform to complete a specific assignment within a "BLOCK".

C. **SUB-TASK** - is the smallest division into which it is practical to sub-divide any work activity and, combined with others, fully describes all duties constituting a "TASK".

Enabling Objectives

That element of skill and knowledge that an individual must acquire to perform the task adequately.

Trend

Any shifts or changes in technology that affect the sub-tasks are identified under this heading.

OBSERVATIONS AND TRENDS ARISING FROM ANALYSIS

The baker's work is demanding and challenging. The trade is splintered into its own specialty fields. The basic knowledge for most of the skills is very important and irreplaceable for the advancement of the baker.

Specialty shops, such as doughnut shops, in-store bakeries, ice cream parlours, wholesale bakeries and bread factories including hotels, restaurants, cafeterias and institutions, as well as hospitals and universities, all place various demands on the baker. The occupation offers a variety of work and environments as well as career opportunities for artistically inclined individuals or production oriented workers.

Automated equipment and ready mixes have, over the years, taken some of the hard work, or sped up the production time, as well as standardizing the recipes for more consistent products. The importance of basic knowledge and good psychomotive skills are still in demand and just as important in the automated bakery or bread production plant as in small bakeries, restaurants or hotels.

The public demand for eye-appealing and nutritious food is becoming incessantly more evident in the bake shops and places more demands on the apprentice baker.

VALIDATION METHOD

At the request of the Canadian Council of Directors of Apprenticeship (CCDA), the Standardization Sub-Committee developed a new format for the validation of the national Red Seal occupational analyses.

A draft of this analysis was sent to all provinces/territories for validation. Each jurisdiction rated the sub-tasks and applied percentage ratings to blocks and tasks. This format for the validation of the national occupational analyses identifies common core tasks across Canada for a specific occupation. This feature facilitates the weighting of the Interprovincial Red Seal examinations.

DEFINITIONS

YES:	the sub-task is performed.
NO:	the sub-task is not performed.
BLOCK %:	the percentage of time a tradesperson spends performing tasks within the block in a given year, taking into consideration the complexity (importance plus difficulty) of the block.
TASK %:	the percentage of time a tradesperson spends performing each task in relation to other tasks within the block, taking into consideration the complexity (importance plus difficulty) of the task.
NV:	Not Validated by the province/territory.
ND:	Not Designated in that province/territory.

COMMON CORE

The criteria for determining common core is dependant on the performance of sub-tasks. If 70% of the responding jurisdictions (excluding NVs and NDs) perform the sub-task, it shall be considered common core.

In the analysis, Block A is reserved for safety practices. Since safety practices are a mandatory feature of all occupations, it is considered common core and ratings are not required.

Interprovincial Red Seal examinations are based on the common core identified through this validation process.

PERCENTAGE RATINGS (APPENDIX D)

In this appendix, blocks are assigned provincial and territorial percentage ratings. This figure represents the percentage of time a tradesperson spends performing all tasks within the block, in a given year.

Tasks are also assigned a percentage rating which represents the approximate time spent by a tradesperson on each task in relation to other tasks within the block.

The percentage totals, as submitted by the provinces/territories, equal 100% as do the national averages.

BLOCK PERCENTAGES (APPENDIX E)

The graph depicts the national percentages assigned to blocks in the analysis, except for Block A which is not rated.

ANALYSIS

BLOCK A SANITATION AND SAFETY PRACTICES

Task 1 **Applies accident prevention and hygiene principles and practices to ensure a safe, injury-free and sanitary work environment.**

Trend: Due to the increased expense of workers's compensation assessments, employers are providing employees with the knowledge to work in a safe environment. The Workplace Hazardous Materials Information System (WHMIS) has been legislated across Canada as of October 31, 1998.

	Sub-tasks	Enabling Objectives	Tools & Equipment
1.01	Adheres to safety regulations.	knowledge of Workers' Compensation and Safety Regulations	WCB Regulations
		ability to work in a safe work environment	
1.02	Adheres to Workplace Hazardous Materials Information System (WHMIS).	knowledge of WHMIS legislation affecting food service operations	
		ability to implement WHIMS protection regulations in food service operations	
1.03	Adheres to emergency procedures.	knowledge of emergency procedures for establishment	fire extinguishers
		knowledge of location of fire extinguishers, hoses and exits	
		knowledge of emergency phone numbers	
		knowledge of product ingredients and identification of labels coinciding with the WHMIS program	

	Sub-tasks	Enabling Objectives	Tools & Equipment
1.04	Ensures precautions are taken for personal protection.	knowledge of safety equipment, i.e. shoes, clothing that is tight fitting to body	
1.05	Operates and maintains safety devices.	ability to interpret operating and safety manuals, follow manufacturer's rules and regulations	
1.06	Applies basic first aid principles.	knowledge of basic first aid principles, i.e. cuts, burns, seizures	
1.07	Selects and uses cleaning materials and equipment.	ability to identify proper cleaning agent for cleaning tools, equipment, storage, work areas and surfaces ability to select the proper tools and equipment for cleaning	floor cleaning machine, mops, buckets, wringers, scrapers, brushes, brooms
1.08	Adheres to Public Health Act.	knowledge of provincial/ territorial health regulations ability to implement regulations	Public Health Act
1.09	Meets sanitation, appearance and personal hygiene criteria.	knowledge of importance of sanitation, appearance and personal hygiene criteria	
1.10	Prevents food poisoning.	knowledge of various food poisonings and their causes and danger zone ability to use preventive measures by applying safe receiving, storing, cooking and handling procedures	thermometer, charts

BLOCK B PROFESSIONAL AND PERSONAL SKILLS

Task 2 Possesses personal abilities and manual dexterity.

Trend: Basic communication skills with the physical dexterity to perform simple to artistic tasks combined with ever increasing emphasis on human relations in the work force.

	Sub-tasks	Enabling Objectives	Tools & Equipment
2.01	Develops and maintains positive work attitudes.	ability to undertake less pleasant tasks and maintain a positive work attitude	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

2.02	Identifies and applies properties of ingredients.	knowledge of the structure of all ingredients used in the baking occupation and how they interact with each other	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

2.03	Adheres to work schedules and time guidelines.	ability to be punctual and to perform tasks within a given time frame	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
2.04	Adheres to quality and production standards.	ability to maintain and work with consistent quality within production standards	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
2.05	Develops and applies manual dexterity.	ability to handle tools and equipment skillfully and diligently ensuring productivity	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
2.06	Applies professional ethics.	ability to be honest and show pride in your trade	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
2.07	Displays artistic abilities.	ability to design cake tops and desserts, displays and artistic show pieces	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

BLOCK C COMPUTER KNOWLEDGE, BOOKKEEPING AND TERMINOLOGY

Task 3 **Uses computers and applies related terminology.**

Trend: Computers are becoming part of the industry at an increasing rate; use of them and the application of terminology is important.

	Sub-tasks	Enabling Objectives	Tools & Equipment
3.01	Creates and develops new products.	knowledge of products and ability to use imagination to design and formulate new products	

(NOT COMMON CORE)

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	no	ND	yes	yes	yes	no	no	yes	NV	NV

3.02	Keeps abreast of new developments.	ability to keep abreast of new developments by reading professional magazines and participating in professional organizations or attending trade shows									

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

3.03	Applies math functions and techniques.	ability to calculate formulas, prices, yield tests, basic bookkeeping and labour costs									

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	no	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
3.04	Formulates for manual or automated production.	ability to reduce quantities and determine manual or automated use in relation to production timing	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	nc	yes	yes	NV	NV

BLOCK D SELECTION AND OPERATION OF TOOLS AND NON-MECHANIZED EQUIPMENT

Task 4 **Operates and uses tools and non-mechanized equipment.**

Trend: In the larger bakery most of the tools have been mechanized or computerized, however smaller businesses still use a wide variety of tools.

	Sub-tasks	Enabling Objectives	Tools & Equipment
4.01	Selects, uses and maintains measuring devices.	ability to recognize various types of scales and liquid measuring devices, how to maintain them and verify their accuracy	balance scale, hanging scale, computer scale, portion scale, liquid measures

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

4.02	Selects, operates and maintains dividers.	ability to identify functions of manual and mechanical dividers and operate them	bun dividers, dough cutters, cake dividers, pie

Sub-tasks	Enabling Objectives	Tools & Equipment
		dividers, loaf dividers

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

Sub-tasks	Enabling Objectives	Tools & Equipment
4.03 Selects, operates and maintains deep fryers.	knowledge of deep fryers' functions and products which are prepared and procedures to safely handle attachments	fryer, dipping screens, dropping device, turning tools

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

Sub-tasks	Enabling Objectives	Tools & Equipment
4.04 Operates and maintains slicing and packaging equipment.	ability to operate various slicers and understand packaging equipment knowledge of their function and the importance of timing in relation to freshness, shelf-life and hygiene to the product	semi-automated and fully-automated slicers and baggers, wrapping machine, labelling machine

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	no	yes	yes	no	yes	yes	NV	NV

Sub-tasks	Enabling Objectives	Tools & Equipment
4.05 Selects, operates and maintains hand tools.	ability to select proper tools in relation to the task, sharpen and adjust tools for dividing, cutting and rolling as well as operate pitting and peeling equipment	cutters, knives, pallet knives, rolling pins, piping bags, tubs, scrapers, modelling tools, turntables

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
4.06	Selects, operates and maintains smallware.	ability to identify smallware, such as, forms and relate them to the proper formula or item which the smallware is designed for	tartlet forms, dessert forms, pie shells

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

4.07	Operates and maintains stoves and selects related equipment.	ability to operate stoves, steam kettles, ring gas cookers, select cookware and appropriate material, such as, copper cookware for sugar and non-oxidizing metals for milk or acidic items	flat tub, steam kettle, ring or sugar gas burner

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

BLOCK E SELECTION AND OPERATION OF MECHANIZED AND COMPUTERIZED EQUIPMENT

Task 5 Utilizes mechanized and computerized equipment.

Trend: The basic bakery equipment has not changed in its application, it has become easier to operate and handle. In the larger plants however, computerization and mechanization is changing at a consistent rate.

	Sub-tasks	Enabling Objectives	Tools & Equipment
5.01	Uses and maintains mixers and attachments.	knowledge of capabilities, features and safety regulations of mixers and their attachments ability to assemble and disassemble mixers and attachments for use and cleaning	bread mixers, cake mixers, dough hook, paddles, whips, shredders, grinders, sifters

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

5.02	Selects, operates and maintains fermentation equipment.	ability to load and unload proofers and other fermentation equipment, control temperatures and know the function and relation of equipment to product	proofer, cabinets, walk-in proofer, fermentation containers

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

5.03	Selects, operates and maintains sheeters and attachments.	ability to operate sheeters and know their functions as well as utilizing the attachments for production assistance	sheeter, cutters

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

5.04	Selects, operates and maintains	knowledge of when to use moulding equipment,	moulders, paring attachments

	Sub-tasks	Enabling Objectives	Tools & Equipment
	moulders and attachments.	attachment procedures and production process	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

5.05	Selects, operates and maintains rounders.	ability to use the rounders in the production process and to understand the function of manual, semi-automated and fully-automated rounders	rounders

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

5.06	Selects, operates and maintains depositors.	ability to set up and operate various depositors in relation to the production process, as well as use the manual functioning depositors	cookie depositors, muffin depositors, piping bags, pancake depositors, spatula, pallet knife

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

5.07	Selects, operates and maintains warming and tempering devices.	knowledge of the proper temperature setting and timing in relation to product	chocolate warmer, bain-marie, tempering equipment

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
5.08	Uses and maintains storage equipment.	knowledge of storage procedures, temperatures and storage times in relation to product, production and hygiene standards	freezer, blast-freezer, refrigerator, cool storage, dry storage, shelving

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

5.09	Operates and maintains frozen desserts production equipment.	knowledge of the machinery used in the production of ice cream and other frozen desserts and the various cooling methods and their functions	soft and hard ice cream machines, yogurt machines

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	no	yes	NV	NV

5.10	Operates and maintains milling equipment.	knowledge of product which needs milling in relation to freshness and availability as well as the types of machinery in relation to product	poppyseed mills, almond paste mills, coffee mills

(NOT COMMON CORE)

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	no	yes	NV	NV

5.11	Operates and maintains aerating machines.	knowledge of the process of aerating and operating the machinery in the proper timing sequence for dough production	aerating machine

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	no	ND	yes	yes	yes	no	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
5.12	Selects and maintains cooking and related equipment.	ability to operate stoves, steam kettles, ring gas cookers, select cookware and material for the appropriate task, such as, copper for sugar and non-oxidizing metals for milk or acidic items	flat tub, steam kettle, ring or sugar gas burner

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives
5.13	Maintains and operates degassers and dough pumps.	ability to identify the need for degassers and dough pumps

(NOT COMMON CORE)

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	no	ND	no	yes	yes	no	yes	yes	NV	NV

BLOCK F PRODUCTION TECHNIQUES

Task 6 Demonstrates artistic skills and applies various techniques.

Trend: Many of those skills are specialized and/or require artistic skills. They are increasingly being replaced by machines. Small shops and hotels still consider them a prerequisite.

	Sub-tasks	Enabling Objectives	Tools & Equipment
6.01	Mixes and handles dough.	ability to load and unload machines, scale and round	mixer, bench

Sub-tasks	Enabling Objectives	Tools & Equipment
	or process dough following production process knowledge of what air temperature time could do to the dough and the properties of the ingredients and their interaction	scale, scraper, liquid measures

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.02	Applies rolling and knocking techniques.	ability to handle rolling pin to produce an even product, knowing where and how to apply knocking for specific products like oval rolls	rolling pin, bench

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.03	Rolls and shapes dough.	ability to work manually with any dough and roll or shape it to the desired form	bench/turntable

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.04	Applies fermentation techniques.	knowledge of fermentation temperature controls, equipment related to the product, results and	proofer, fermenting cupboards, benches, mixers

Sub-tasks	Enabling Objectives	Tools & Equipment
	reasons for fermenting and flavour changes	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.05	Monitors baking process.	knowledge of the various baking methods and of factors influencing baking times ability to operate control ovens and verify product for colour	ovens, splinters, peel

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.06	Applies finishing techniques.	knowledge of various finishing techniques for products and additives, reason for the different techniques and timing of application knowledge of finishing products, their composition and reactions to heat, refrigeration and storage times	brushes, pots, pans, racks

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
6.07	Applies folding and mixing techniques.	knowledge of product reaction to techniques and ability to apply them	mixer, mixing bowl, rubber spatula

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.08	Identifies and applies laminating techniques.	knowledge of reasons for lamination and its effect on the product ability to handle a rolling pin with dexterity	rolling pin, pastry brush, bench

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.09	Portions batter and dropping.	ability to select portioning methods and devices according to batter consistency and manually perform dropping technique	shaping machine, piping bag, scraper, pallet knife, ladle spoon, pitcher

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.10	Applies braiding techniques.	ability to handle dough and determine when to apply braiding techniques, which is mostly performed on yeast dough	bench

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
6.11	Applies brushing techniques.	knowledge of the proper brushing techniques for the appropriate product	pastry brush

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.12	Applies piping techniques.	ability to select the appropriate tools for the desired product and to handle the piping bag consistently ability to use artistic skills when decorating and using various piping techniques	piping bag, paper cornet, assorted tubes

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.13	Applies glazing and dipping techniques.	ability to identify and handle glazing products and use the appropriate tools knowledge of temperatures for glazing and dipping products and ability to maintain consistency	warmers, temper bath, drip screens, ladle, brushes, dipping forks, rings

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.14	Applies docking and scoring techniques.	ability to handle extremely sharp blades with accuracy and speed as well as forks and docking wheels	razor blades, forks, docking wheels

Sub-tasks		Enabling Objectives		Tools & Equipment
		knowledge of the docking and scoring techniques and their application		

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.15	Applies combing, spreading and icing techniques.	ability to handle pallet knives and combs and spread creams and icings evenly		pallet knife, comb, piping bag

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

6.16	Applies slicing and cutting techniques.	ability to use an assortment of knives and apply techniques with accuracy and consistency		slicer, roller

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

6.17	Applies chopping, crushing and shaving techniques.	ability to select product, tools or equipment and apply appropriate techniques		motorized crushers, knives, cutting boards, grinders, scrapers, marble bench

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
6.18	Applies stir, spoon, ladle and whip techniques.	ability to select techniques, tools and equipment for the appropriate task	assorted spoons, ladle, whips, hook, mixer

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.19	Blows, pulls and spins sugar.	knowledge of the boiling points of sugar and ability to select and use proper tools demonstrating skills and artistic abilities	burners, gas lamp, marble slab, scissors, whip pots, brush, air pump, sugar thermometer

(NOT COMMON CORE)

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	no	yes	yes	no	no	yes	NV	NV

6.20	Applies modelling techniques.	ability to work artistically and aesthetically	modelling tools

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

6.21	Applies air brushing techniques.	ability to select product and material and work with accuracy	motorized air brush, manual air brush

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	no	yes	yes	no	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
6.22	Applies filling techniques.	ability to select tools and equipment and apply appropriate technique to product	piping bag, doughnut filler, pump filler, spatula

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
6.23	Applies drenching techniques.	ability to select and use tools, equipment and flavourings and apply appropriate technique to product	screens, brush, ladle, dipping bath

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
6.24	Creates original designs.	knowledge of product and ability to sketch and work artistically	piping bag, assorted tubes, paper cornet

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
6.25	Applies masking techniques.	ability to apply rolling techniques as well as work swiftly and accurately	rolling pin, knife

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
6.26	Applies coating techniques.	ability to perform appropriate coating techniques on a variety of products	pallet knives, rolling pin

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
6.27	Applies carving and sculpting techniques.	ability to skillfully draw and work on showpieces and decorations	carving tools

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	no	yes	yes	no	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
6.28	Applies steaming techniques.	knowledge of the effects of steaming on the different products, when to apply it and how to control it knowledge of the importance of pressure gauge reading and timing	ovens, steam kettles, proofers

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
6.29	Applies grating, grinding and zesting techniques.	ability to identify product and equipment or tools and apply technique as needed for formulas and products	grinders, zester, grater

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
6.30	Applies flaming techniques.	knowledge of the two different flaming techniques: one to burn off alcohol by heating the product, and the other to brown sugar or sugar containing mixtures by applying the flame to the product	pans, gas burners, salamander

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	no	yes	NV	NV

6.31	Applies tempering techniques.	knowledge of reasons and effects of tempering on product ability to identify and select tools and equipment	tempering machine, bain-marie, marble slab, pallet knife, scraper

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	no	no	yes	yes	NV	NV

6.32	Drops and turns doughnuts.	ability to identify tools and equipment and use fryers and doughnut equipment knowledge of process and product handling	doughnut dropper, cutters, semi-automated and fully automated equipment

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	no	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
6.33	Cracks and separates eggs.	ability to crack and separate eggs with speed and dexterity	cul de poule

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

6.34	Applies stuffing techniques.	ability to handle manual/automated stuffing tools and equipment	piping bag, filling machines

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.35	Applies colouring and flavouring techniques.	knowledge of colours and flavours and their appropriate use ability to comply with food additive laws and use appropriate shades and colours	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.36	Makes cornet and applies cornet turning techniques.	ability to produce a paper cornet for the purposes of scripting and decorating	grease proof paper

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
6.37	Applies script and piping techniques.	ability to work with dexterity and be artistically inclined	cornet, piping bag

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

6.38	Applies scraping techniques.	ability to adequately use a scraper	scraper or bench scraper

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.39	Pits, cores and peels.	ability to select tools or equipment and handle them with speed and dexterity knowledge of appropriate products	peelers, corer, pitting machine, peeling machine

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

6.40	Cleans and greases pans.	ability to identify tools and equipment in relation to product and determine cleaning and greasing needs	brush, scraper, sprayer, cleaning products

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
6.41	Removes product from pans or moulds.	ability to handle hot product with speed and agility	peel, pot holders, racks

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.42	Applies dusting and sweeping techniques.	ability to evenly flour benches and determine when to sweep ability to dust forms, baking sheets or pastries with flour	table broom, sifter, forms

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.43	Applies stencil cutting and rolling techniques.	ability to prepare stencil forms, apply rolling techniques to product and handle cutting wire	stencil forms, cutting wire, rolling pin

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.44	Applies hand painting techniques.	knowledge of product preparation ability to handle food colouring or food products and paint artistically	brush

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	no	ND	yes	yes	yes	no	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
6.45	Applies moulding and panning techniques.	ability to mould dough or other dough-like products, handle automated or manual equipment and apply filling techniques using piping bags	moulding equipment, bench, forms, moulds, piping bag

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.46	Sifts products and ingredients.	ability to adequately use a sifter	sifter	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.47	Applies assembling techniques.	ability to assemble cakes, jelly rolls and other pastry with speed and accuracy, using knives and pallet knife knowledge of flavouring, moistening and general appearance of product	pallet knife, turntable

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

6.48	Applies skirting techniques.	ability to carefully apply rolling techniques	rolling pin

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	no	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
6.49	Applies crimping and lattice techniques.	ability to select tools for crimping and have a good eye for even work ability to manually roll and shape dough for lattice work	crimping tongs

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

BLOCK G PREPARATION OF DOUGHS AND BATTERS

Task 7 **Prepares and finishes doughs.**

Trend: In small operations much skill and knowledge will be necessary. Larger operations and factories however, may have computerized equipment and/or use pre-mixes which are becoming more popular in the industry.

	Sub-tasks	Enabling Objectives	Tools & Equipment
7.01	Prepares yeast-raised bread and rolls.	knowledge of ingredients' properties and interaction, use of handling and timing in relation to equipment and finishing process ability to demonstrate skills in finishing the product with dexterity and speed, by hand or using machinery	mixer, scale, bench, dough cutter, moulding equipment, rolling pin, cutters, rounder moulds, proofer, ovens

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
7.02	Prepares sweet yeast dough and doughnuts.	knowledge of ingredients' properties and interaction as well as timing in relation to equipment and finishing process ability to handle deep fryers and determine timing processes, use rolling pins, cutters and dough wheels in conjunction with fillings and coatings	scale, mixer, rolling pin, deep fryer, proofer, dough wheels, cutters, brushes

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

7.03	Prepares yeast-raised laminated dough.	knowledge of the laminating process within the time constraint of yeast-raised dough, temperature control and resting periods ability to handle rolling pins and cutting wheels and apply filling techniques	scale, mixer, bench, rolling pin, dough cutter, piping bag, scraper, table broom

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

7.04	Prepares non-fermented laminated dough.	knowledge of various laminated dough, their use in relation to product and production phases, consistency and texture ability to handle a rolling pin with dexterity	scale, mixer, rolling pin, dough cutter

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
7.05	Prepares pie dough and short dough.	knowledge of the interaction of ingredients when mixed	scale, mixer, liquid measures

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

7.06	Prepares hard, soft and piped cookies.	knowledge of the interaction of ingredients and the effect of mixing and handling ability to have a good understanding and feel for formulas ability to handle rolling pin and cutting tools ability to assemble dropping machines and know safety and cleaning procedures ability to handle manual piping and have good eye for proportion	scale, mixer, bench, rolling pin, dropping machine, piping bag

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

7.07	Prepares crackers and crisp breads.	knowledge of formula and its ingredients as well as production process, temperatures and cooking timing	rollers, cutters, ovens

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	no	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
7.08	Prepares choux paste.	knowledge of the interaction of ingredients, stirring action, principle for boiling and roasting paste and incorporation of eggs	wooden spoon, stove

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

7.09	Prepares macaroons.	knowledge of the interaction of ingredients and the heating process for an easily burnable mixture	pot, wooden spoon, stove, piping bag

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

7.10	Prepares non-leavened and non-laminated strudel and philo dough.	knowledge of the interaction of ingredients and mixing times ability to stretch and roll dough to very thin sheets	scale, mixer, rolling pin, bench

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

7.11	Prepares streusels.	knowledge of the ingredients and the techniques to work formulas to desired consistency	scale, mixer

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
7.12	Prepares sourdough.	knowledge of the interaction of ingredients, fermentation times in relation to flavour and strength	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

7.13	Prepares bagels, pretzels and other ethnic varieties.	knowledge of the ingredients and production processes for boiled dough, acid dipping and other techniques associated with ethnic breads and pastry production ability to select formulas in relation to product availability and apply a variety of skills	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

7.14	Applies rolling, moulding and kneading techniques to prepare brioches, stollen and other high fat fermented varieties.	knowledge of the interaction of ingredients, timing and resting periods in conjunction with temperatures ability to apply rolling, moulding and kneading techniques with speed and accuracy	scale, mixer, proofer, moulds, rolling pin, moulders

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
7.15	Prepares quick breads and tea biscuits.	knowledge of products, interaction of ingredients and chemical leavened products and formulas ability to pipe, roll and cut dough as well as portion by dropping or piping	scale, mixer, rolling pin, cutters

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

Task 8 **Prepares and finishes batters.**

Trend: In much demand in hotels, small and ethnic bakeries.

	Sub-tasks	Enabling Objectives	Tools & Equipment
8.01	Prepares fat based cake batters.	knowledge of high ratio fats and aerating, timing of ingredients, mixing and baking	scale, mixer, moulds, forms

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

8.02	Prepares split egg cake batters.	knowledge of the properties of eggs and reason for separating and aerating ability to fold and handle mixtures with speed as well as understand the timing process for preparation	scale, mixer, moulds, forms, spreaders, spatulas, scrapers

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
8.03	Prepares whole egg cake batters.	knowledge of the properties of eggs and aerating process ability to fold ingredients and handle mixture with speed for timing purposes	scale, mixer, forms, spreader, spatula, scrapers

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
8.04	Prepares hot or cold meringues.	knowledge of the sugar boiling process, aerating of egg whites and drying or baking process ability to pipe and spread	pot, stove, scale, mixer, piping bag

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
8.05	Prepares beignets, crêpes, gaufrettes and waffles.	knowledge of ingredient mixing and aerating process ability to portion with a ladle and use pans/waffle irons ability to dip product for frying, spreading, rolling and flipping	waffle iron, crêpe pan, stove, ladle, mixer, whip, bowl

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	no	NV	NV

BLOCK H PREPARATION OF CREAMS, FILLINGS, ICINGS, TOPPINGS, DESSERTS, CONFECTIONS AND ICE CREAM

Task 9 **Prepares creams, fillings, icings and toppings.**

Trend: In much demand in ethnic and small bake shops.

	Sub-tasks	Enabling Objectives	Tools & Equipment
9.01	Prepares cold and hot icings.	ability to boil sugar, know its reaction with fat and egg white	mixer, scale, scraper

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

9.02	Prepares creams and custards.	knowledge of starches and their reaction to hot and cold liquids ability to stir hot liquids and understand the aerating process	stove, mixer, scale, scraper

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

9.03	Prepares butter creams.	knowledge of sugar boiling aspects, aeration of eggs, shortening or butter and the mixing of fats and creams	scale, stove, mixer, pots

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
9.04	Prepares hot and cold pie fillings.	knowledge of properties of various fruits and their consistency, reaction of starches with liquids as well as acid level ability to prepare fruit by peeling, scoring, coring, pitting and zesting	pot, stove, scale, spoon, pitter, peeler, zester, corer, steam kettle

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

9.05	Prepares pastillage for decorative needs.	ability to mix ingredients and determine when to use gelatin or others ability to model and work with pastillage, with dexterity and speed	pot, stove, mixer, sifter, rolling pin, modelling tools

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

9.06	Prepares royal icing for decorative uses.	knowledge of the aerating process of egg white and icing sugar, as well as the acid contents and its reaction	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

9.07	Prepares hot and cold cheesecake.	knowledge of ingredients' properties and their reaction to heat, starch and gelatin	scale, mixer, whip, rings, spring forms, spatula, ovens,

Sub-tasks	Enabling Objectives	Tools & Equipment
	knowledge of cooking or chilling temperatures and shelf-life ability to decorate with fresh fruit or piping bag	refrigerators, piping bag, tubes

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

Sub-tasks	Enabling Objectives	Tools & Equipment
9.08 Prepares petit fours.	ability to assemble pastries, roll almond paste, cut and shape small designs ability to handle fondant and follow glazing process	rolling pin, drip tray, ladle, dipping fork, pallet knife, slicer, bain-marie

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

Sub-tasks	Enabling Objectives	Tools & Equipment
9.09 Prepares special occasion, ethnic and wedding cakes.	ability to prepare royal icing, mask cakes and drape cakes ability to work artistically and have good hand and eye coordination ability to pipe with special tubes and cornet and make roses, leaves and other designs ability to demonstrate colour coordination and be able to design cakes to order	rolling pin, turntable, piping bag, special tubing kit, cornet

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

Task 10 Prepares desserts, confections and ice cream.

Trend: These techniques are needed in specialty shops, restaurants and hotels.

	Sub-tasks	Enabling Objectives	Tools & Equipment
10.01	Prepares sugar for pulling, blowing, modelling and spinning.	knowledge of the sugar boiling process and the reaction of sugar to acid knowledge of temperatures for workable sugar and method to maintain it as well as the tools and equipment needed for the processes ability to work quickly with the hands and have good eye for colour and proportion	pot, sugar thermometer, marble slab, gas lamp, blow pump, whip, brush, scissors

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	no	yes	NV	NV

10.02	Prepares caramel and fudge products.	knowledge of ingredients and sugar boiling process	scale, copper kettle, gas stool or ring, oven, marble slab, sugar thermometer, wooden spoon, mixing spatula

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	no	yes	NV	NV

10.03	Prepares syrups and syrup-based sauces.	knowledge of the sugar boiling process, the caramelization of sugar and	pot, sugar thermometer, whip, wooden spoon

Sub-tasks	Enabling Objectives	Tools & Equipment
	its combination with other products ability to taste and flavour sauces	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	no	yes	NV	NV

10.04	Prepares hot and cold fruit sauces.	ability to prepare and peel fruits for purée, cook syrups and add starch	pots, sifters, blenders

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

10.05	Prepares Bavarian creams and mousses.	knowledge of products and of temperature for gelatin and whipped cream ability to fold cream into liquids, pipe, mould and remove from mould	pots, mixer, scale, whips, spatula, piping bag, moulds

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

10.06	Prepares savory fillings.	ability to handle meat, prepare for fillings and add spices and seasonings ability to pipe with accuracy and speed and use grinding equipment	meat grinder, chopping knife, mixing bowl, piping bag, tubes

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
10.07	Prepares dipped, filled and moulded chocolate products.	knowledge of all the ingredients and their properties and interaction with each other ability to temper chocolate, prepare and mould almond paste and other fillings ability to decorate with cornet and use dipping tools	bain-marie, dipping forks, moulds, forms, paper cornets

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
10.08	Prepares frozen desserts.	knowledge of various sugar syrups and their reaction to freezing ability to decorate and present finished products	scale, mixer, soft and hard ice cream machines, whips, bowls, pots, stove, sifters, piping bag, decorating tubes

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	no	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
10.09	Prepares gelatin desserts.	knowledge of a variety of gelatins and the method to handle them ability to decorate with piping bag and/or other decorating tools ability to handle fruits and have knowledge of stewing process	scale, pot, stove, mixer, bowl, whips, sifter

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	no	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
10.10	Prepares coupes and granites.	knowledge of the sugar boiling process in relation to freezing ability to decorate and shave ice	pots, stoves, peelers, freezers, moulds, scraper, piping bag

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	no	yes	yes	yes	NV	NV

10.11	Prepares hot, cold and frozen sabayon.	ability to mount hot wine and egg mixture, incorporate gelatin, whip cream and fold knowledge of temperatures for freezing and cream application as well as serving and storage time	bain-marie, stove, whip, mixer, piping bag, ladle, scraper

(NOT COMMON CORE)

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	no	no	no	yes	NV	NV

10.12	Prepares hot and cold soufflés.	knowledge of starches versus hot liquids, aerating or egg white in relation to mixture and timing	scale, stove, pot, wooden spoon, whip, forms, ovens, brush, spatula, scraper

(NOT COMMON CORE)

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	no	no	no	yes	NV	NV

10.13	Prepares specialty and ethnic desserts.	knowledge of ingredients' properties and their interaction	

Sub-tasks	Enabling Objectives	Tools & Equipment
	ability to interpret formulas and descriptions and apply most of the baker's skills with imagination	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

BLOCK I MANAGEMENT TECHNIQUES

Task 11 Manages large bakeries, factories and production plants.

Trend: In large establishments further education in human resources and accounting may be necessary.

	Sub-tasks	Enabling Objectives	Tools & Equipment
11.01	Maintains inventory.	knowledge of inventory control, storage timing, shelf-life of product and ability to monitor consumption knowledge of stock rotation, pest control as well as temperature and environment controls	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

11.02	Plans and prepares daily work schedules.	knowledge of employee's productivity in relation to machinery as well as the

Sub-tasks	Enabling Objectives	Tools & Equipment
	overall operation and its functioning ability to be attentive to human needs and establish good human relations	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

11.03	Plans and prepares production schedules.	knowledge of the overall operation and its labour force's related costs and capabilities ability to relate product to machinery, work-flow and bottle necks ability to match work schedule with production schedule ability to conduct short meetings

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	no	yes	NV	NV

11.04	Applies cost and price analysis techniques.	knowledge of production, product and overhead costs ability to yield test product for costing purposes knowledge of spoilage and shelf-life of product

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
11.05	Keeps positive team spirit.	knowledge of stress level due to tight production schedules and workload ability to advise personnel and be attentive to domestic and private problems ability to motivate personnel through training and promotions ability to apply reward and honour systems ability to demonstrate good human relations and communication skills ability to fairly allocate workload	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

11.06	Communicates with customers.	knowledge of available products and ability to design and recommend new ones to customers knowledge of the operation and its capabilities	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

11.07	Applies decision making techniques.	ability to communicate with employees and give instructions using technical terminology	

Sub-tasks	Enabling Objectives	Tools & Equipment

ability to substantiate financial and economical benefit of decision

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

11.08 Applies negotiating skills.

knowledge of products, production and related costs

ability to communicate in a positive way and be focused on realistic goals

ability to have clear and concise goals and objectives

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

11.09 Sets and achieves organizational goals.

knowledge of preparation and production aspect of the industry

ability to interpret markets and market trends

ability to lay out equipment and work flow and interpret new developments in the industry

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
11.05	Keeps positive team spirit.	knowledge of stress level due to tight production schedules and workload ability to advise personnel and be attentive to domestic and private problems ability to motivate personnel through training and promotions ability to apply reward and honour systems ability to demonstrate good human relations and communication skills ability to fairly allocate workload	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

11.06	Communicates with customers.	knowledge of available products and ability to design and recommend new ones to customers knowledge of the operation and its capabilities	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

11.07	Applies decision making techniques.	ability to communicate with employees and give instructions using technical terminology	

Sub-tasks		Enabling Objectives	Tools & Equipment

ability to substantiate financial and economical benefit of decision

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

11.08 Applies negotiating skills.

knowledge of products, production and related costs

ability to communicate in a positive way and be focused on realistic goals

ability to have clear and concise goals and objectives

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

11.09 Sets and achieves organizational goals.

knowledge of preparation and production aspect of the industry

ability to interpret markets and market trends

ability to lay out equipment and work flow and interpret new developments in the industry

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
11.10	Develops and delivers training programs.	ability to work in a professional manner and breakdown skills into basic components knowledge of the goals and objectives of the shop ability to communicate effectively ability to interpret and prepare written resource materials ability to schedule and deliver lectures as well as monitor success of training programs	

(NOT COMMON CORE)

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	no	ND	no	no	yes	yes	yes	yes	NV	NV

11.11	Proposes and promotes incentive programs.	ability to evaluate employee's performance and perform evaluation interviews knowledge of all aspects of production and performance qualities ability to substantiate incentive programs in financial terms	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	no	no	yes	yes	yes	yes	NV	NV

Sub-tasks	Enabling Objectives	Tools & Equipment
11.12 Applies merchandising techniques.	knowledge of operation and its clientele as well as various specialties normally associated with special events ability to arrange and present products ability to combine practical and promotional ideas for packaging knowledge of labour and production costs	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

11.13 Prepares budget projections.	knowledge of cost factors in production, sale or delivery, packaging and spoilage area as well as labour costs, equipment depreciation, repair and other factors, such as accounting, secretarial services, health benefits, light and power ability to calculate and project sales based on past performances, marketing strategies and ideas, automation and general growth or decline of the market ability to evaluate equipment for repair and maintenance costs and project parts and labour increases knowledge of wage increase and general inflationary factors	

Sub-tasks		Enabling Objectives	Tools & Equipment
		ability to enter all information on spreadsheets allowing an easy interpretation of budget	

(NOT COMMON CORE)

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	no	no	yes	yes	no	yes	NV	NV

11.14	Designs layout for production flow.	knowledge of overall production, products and equipment ability to identify product flow problems or space shortages ability to relate layout to hygiene, quality of products and workers' safety knowledge of interaction of ingredients to avoid spoilage of product knowledge of labour laws relating to minimum workspace and safety aspects concerning machinery

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	no	yes	NV	NV

11.15	Prepares and implements preventive maintenance schedules.	ability to recognize defective and worn parts knowledge of costs related to repairs and service calls

Sub-tasks	Enabling Objectives	Tools & Equipment
	knowledge of machinery assembly and ability to interpret manufacturers' manuals	
	ability to grease equipment when required	
	knowledge of cleaning chemicals, drain cleaners and effects of bakery ingredients on facility and machinery	
	knowledge of rodent and insect control as well as prevention methods	
	ability to summarize and distribute workload evenly	
	knowledge of chemicals used in preventive maintenance, rodent and insect control and the safe handling and storage of products	
	ability to carry out inspection and make recommendations	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

11.16	Evaluates need for new equipment and places orders.	knowledge of production time, frequency and volume, as well as the future market for a given product	
		knowledge of labour savings, quantity, quality and production changes when the purchase of new equipment is considered	
		ability to calculate depreciation and service	

Sub-tasks	Enabling Objectives	Tools & Equipment
	costs, as well as serviceability of equipment	
	ability to assess impact of future trends, market and needs on operations	
	knowledge of power required for machinery	
	ability to negotiate terms and conditions of purchase and financing, as well as interpret service manuals, maintenance and guarantee agreements	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	no	no	yes	yes	yes	yes	NV	NV

11.17	Analyzes and responds to market need.	knowledge of all aspects of the industry
		ability to be well informed through magazines, trade shows and customer surveys
		knowledge of ingredients, their costs and properties in order to develop new recipes and formulas
		knowledge of purchasing laws, rules and regulations
		knowledge of cost control and pricing
		knowledge of medias and other forms of advertisement

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

Sub-tasks	Enabling Objectives	Tools & Equipment

11.18 Develops and completes management reports.

knowledge of all aspects of the bakery operation

ability to do calculation and percentages

ability to write reports and have an overall understanding of the operation, equipment, staff and structure, as well as market, customers, purchasing and sales

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

11.19 Selects and uses product packaging.

knowledge of chemical reaction of product to packaging

knowledge of production schedules and shelf-life of product

ability to choose cost effective and attractive displays

ability to identify machinery and packaging products

ability to assess packaging process and make adjustments

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

11.20 Establishes and maintains company

knowledge of operation cost factors, labour needs and problems, production

	Sub-tasks	Enabling Objectives	Tools & Equipment
	policies and regulations.	schedules, equipment, facility and market needs knowledge of labour laws, safety and sanitation rules and regulations ability to organize meetings and implement, monitor and maintain policies and regulations	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

11.21	Establishes and implements emergency programs.	knowledge of first-aid and fire prevention procedures knowledge of fire equipment, emergency exit routes and telephone numbers ability to organize drills and staff training and implement maintenance schedules	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

11.22	Establishes and implements sanitation standards.	knowledge of ingredients and their shelf-life as well as hygiene biology ability to interpret laws, rules and regulations pertaining to sanitation standards ability to schedule sanitation programs for equipment, facilities,	

Sub-tasks	Enabling Objectives	Tools & Equipment
	staff rooms and washrooms, public areas, uniforms and personal hygiene	
	ability to establish garbage disposal, cleaning and sanitizing schedules	
	knowledge of sanitation chemicals, their use, application and storage	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

Sub-tasks	Enabling Objectives	Tools & Equipment
11.23 Monitors cash flow and maintains financial records.	ability to apply basic knowledge of math and bookkeeping	calculator, cash register, computer system and appropriate software
	ability to prepare bank deposits, enter invoices and adjust accounts payable	
	knowledge of basic computer and ability to operate calculators and cash registers	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	no	yes	NV	NV

Sub-tasks	Enabling Objectives	Tools & Equipment
11.24 Sets up and maintains distribution systems.	knowledge of area of business, its size and volume	
	knowledge of product packaging and transportation capabilities	
	knowledge of depreciation and capabilities of trucks,	

Sub-tasks		Enabling Objectives	Tools & Equipment
		vans and other transportation vehicles	

(NOT COMMON CORE)

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	no	no	yes	yes	no	yes	NV	NV

11.25	Monitors nutritional value of product.	knowledge of composition of ingredients knowledge of effect of the baking process on the nutritional value of ingredients ability to calculate calories, carbohydrates, vitamins and fibres ability to communicate in technical terms	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	no	yes	yes	yes	yes	NV	NV

Task 12 **Manages small operations, such as hotel, restaurant and small pastry shops.**

Trend: In most situations, tasks are closely linked to production. Management skills may be required depending on organizational set-up and/or style of management.

Sub-tasks		Enabling Objectives	Tools & Equipment
12.01	Places and receives orders.	knowledge of brand names and their quality	

Sub-tasks	Enabling Objectives	Tools & Equipment

ability to spot check and detect faulty packaging and inspect product by smell and visual examination

ability to take stock and communicate effectively on the telephone

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

12.02 Maintains inventory.

knowledge of inventory control, storage timing, shelf-life of product and ability to monitor consumption

knowledge of stock rotation, pest control, as well as temperature and environment controls

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

12.03 Plans and designs daily work schedules.

knowledge of employees' productivity level in relation to machinery

knowledge of labour costs

knowledge of the overall operation

ability to be attentive to human needs and establish good human relations

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

	Sub-tasks	Enabling Objectives	Tools & Equipment
12.04	Keeps positive team spirit.	knowledge of stress levels due to tight production schedules and workload ability to advise personnel and be attentive to domestic and private problems ability to motivate personnel through training and promotions and apply reward and honour system ability to demonstrate good human relations and communication skills ability to fairly allocate workload	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

12.05	Monitors product quality.	knowledge of products, production and operation quality standards ability to detect problems visually or by taste and rectify production and product problems	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

12.06	Communicates with customers.	knowledge of products and ability to design and recommend products ability to communicate with a positive attitude and courtesy	

Sub-tasks	Enabling Objectives	Tools & Equipment

knowledge of the operation and its capabilities

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

12.07 Evaluates skills and productivity of employees.

knowledge of operation and production capabilities as well as work performed by employees

knowledge of equipment and operational quality standards

ability to inspect by taste and visual examination the work performed by employees

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

12.08 Applies problem solving techniques.

knowledge of formulas, raw materials, tools and equipment

knowledge of work force capabilities

ability to demonstrate excellent technical skills

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

12.09 Hires and/or dismisses employees.

knowledge of skill levels required for operation

Sub-tasks	Enabling Objectives	Tools & Equipment
	ability to demonstrate good communication and human relation skills and identify problems through discussions with employees knowledge of labour laws and union contracts ability to write reports and perform evaluations	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	no	yes	yes	yes	no	yes	NV	NV

Sub-tasks	Enabling Objectives	Tools & Equipment
12.10 Develops and delivers training programs.	ability to work in a professional manner and break down skills into basic components knowledge of goals and objectives of the operation ability to communicate efficiently ability to interpret and prepare written resource materials ability to schedule and deliver lectures and monitor success of training programs	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	no	yes	yes	yes	yes	yes	NV	NV

Sub-tasks	Enabling Objectives	Tools & Equipment
12.11 Analyzes and responds to market needs.	knowledge of all aspects of the industry	

Sub-tasks	Enabling Objectives	Tools & Equipment
	ability to keep well informed through magazines, trade shows and customer surveys	
	knowledge of ingredients and their properties in order to develop new recipes and formulas	
	knowledge of laws, rules and regulations related to purchases	
	knowledge of cost control and pricing	
	knowledge of medias and other forms of advertisement	

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

12.12	Monitors nutritional value of product.	knowledge of composition of ingredients
		knowledge of effect of the baking process on the nutritional value of ingredients
		ability to calculate calories, carbohydrates, vitamins and fibres
		ability to communicate in technical terms

NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK
ND	ND	yes	ND	yes	yes	yes	yes	yes	yes	NV	NV

APPENDICES

TOOLS AND EQUIPMENT

apple corer
apple peeler
bain-marie (water bath)
bakery rack
bakery stove
bench scraper
bread pans
bread slicer
bun divider
bun pans flat and moulded
cake moulds
cake tins
can opener
chocolate moulds
chocolate warmer
comb
cookie drop machine
cookie machine
copper pots
cream horn rollers
crimping tongs
croissant cutter
deck oven
decorating turntable
dipping forks
dipping rack
display case
dividing wheel
dock roller
dough wheel
doughnut cutter
doughnut portioner
flour bins
freezer
French knife
fruit cake frames
fryer
frying screen
horns
ladle
loaf pans
meringue forms
mixer
mixing bowls
modelling sticks
moulder sheeter
muffin tins
offset spatula
oven mitts
paddle
pastry bag
pastry brush
pastry cutter
pastry filler
peel (wooden paddle to remove items from deep ovens)
pie and tart machine
pie shells
piping bag
pitting machine
plastic combs
plastic horns
proofer
rack oven
refrigerator
reversible dough sheeter
rolling pin
rotary ovens
rubber spatula
scales
scoop
serrated knife
sieve
spatula knife
spring forms (wood moulds)
steam kettle
stir spoons
sugar moulds
sugar thermometer
tartlet moulds
tubs
whips
work bench
zester

GLOSSARY

allumette	any of various puff pastry items made in thin sticks or strips. French word for "matchstick".
almond paste	a mixture of finely ground almonds and sugar.
angel food cake	a type of cake made of meringue (egg white and sugar) and flour.
angel food method	a cake mixing method involving folding a mixture of flour and sugar into a meringue.
baba	a type of yeast bread or cake that is soaked in syrup.
babka	a type of sweet yeast bread or coffee cake.
baked Alaska	a dessert consisting of ice cream on a sponge-cake base, covered with meringue and browned in the oven.
baking ammonia	a leavening ingredient that releases ammonia gas and carbon dioxide.
baklava	a Greek or Middle Eastern dessert made of nuts and phyllo dough and soaked with syrup.
batter	a semi-liquid mixture containing flour or other starch used for the production of such products as cakes and breads and for coating products to be deep-fried.
Bavarian cream	a light cold dessert made of gelatin, whipped cream and cherries.
blanc mange	(1) an English pudding made of milk, sugar and cornstarch. (2) a French dessert made of milk, cream, almonds and gelatin.
bloom	a whitish coating on chocolate caused by separated cocoa butter.
blown sugar	pulled sugar that is made into thin-walled, hollow shaped by being blown up like a balloon.

bombe	a type of frozen dessert made in a dome-shaped mould.
Boston cream pie	a sponge cake or other yellow cake filled with pastry cream and topped with chocolate fondant or confectioner's sugar.
bran	the hard outer covering of kernels of wheat and other grains.
bran flour	flour to which bran flakes have been added.
bread flour	strong flour, such as patent flour used for breads.
brioche	rich yeast dough containing large amounts of eggs and butter or a product made from this dough.
brown sugar	regular granulated sucrose containing various impurities that give it a distinctive flavour.
buttercream	an icing made of butter and/or shortening blended with confectioner's sugar or sugar syrup and sometimes other ingredients.
cabinet pudding	a baked custard containing sponge cake and fruit.
cake flour	a fine white flour made from soft wheat.
caramelization	the browning of sugar caused by heat.
cassata	an Italian-style bombe usually with three layers of different ice creams plus a filling of Italian meringue.
cast sugar	sugar that is boiled to the hard-crack stage and then poured into moulds to harden.
Celsius scale	the metric system of temperature measurement with 0°C set at the freezing point of water and 100°C set at the boiling point of water.
centi-	prefix in the metric system meaning "one-hundredth".
challah	a rich egg bread often made as a braided loaf.
Charlotte	(1) a cold dessert made of Bavarian cream or other cream in a special mould usually lined with ladyfingers and other sponge product. (2) a hot dessert made of cooked fruit and baked in a special mould lined with strips of bread.

chemical leavener	a leavener such as baking soda, baking powder or baking ammonia that releases gasses produced by chemical reactions.
chiffon cake	a light cake made by the chiffon method.
chiffon method	a cake mixing method involving the folding of whipped egg whites into a batter made of flour, egg yolks and oil.
chiffon pie	a pie with a light fluffy filling containing egg whites and usually gelatin.
chocolate liquor	unsweetened chocolate consisting of cocoa solids and cocoa butter.
Christmas pudding	a dark heavy steamed pudding made of dried and candied fruits, spices, beef suet and crumbs.
clear flour	a tan-coloured wheat flour made from the outer portion of the endosperm.
coagulation	the process by which proteins become firm usually when heated.
cobbler	a fruit dessert similar to a pie but without a bottom crust.
cocoa	the dry powder that remains after cocoa butter is pressed out of chocolate liquor.
cocoa butter	a white or yellowish fat found in natural chocolate.
compote	fruit cooked in a sugar syrup.
confectioner's sugar	sucrose that is ground to a fine powder and mixed with a little cornstarch to prevent caking.
coupe	a dessert consisting of one or two scoops of ice cream or sherbet placed in a dish or glass and topped with any of a number of syrups, fruits, toppings and garnishes; a sundae.
couverture	natural sweet chocolate containing no added fats other than natural cocoa butter used for dipping, moulding, coating and similar purposes.
creaming	the process of beating fat and sugar together to blend them uniformly and to incorporate air.

creaming method	a mixing method that begins with the blending of fat and sugar used for cakes, cookies and similar items.
cream pie	an unbaked pie containing a pastry-cream-type filling.
cream pudding	a boiled pudding made of milk, sugar, eggs and starch.
crème anglaise	a light vanilla-flavoured custard sauce made of milk, sugar and egg yolks.
crème caramel	a custard baked in a mould lined with caramelized sugar, then unmoulded.
crêpe	a very thin French pancake often served rolled around a filling.
crêpes Suzette	French pancakes served in a sweet sauce flavoured with orange.
croissant	a flaky buttery yeast roll shaped like a crescent and made from a rolled-in-dough.
custard	a liquid that is thickened or set by the coagulation of egg protein.
deci	prefix in the metric system meaning "one-tenth".
dessert syrup	a flavoured sugar syrup used to flavour and moisten cakes and other desserts.
devil's food cake	a chocolate cake made with a high percentage of baking soda which gives the cake a reddish colour.
diastase	various enzymes found in flour and in diastatic malt that convert starch into sugar.
disaccharide	a complex or "double" sugar such as sucrose.
Dobos torte	a Hungarian cake made of seven thin layers filled with chocolate buttercream and topped with caramelized sugar.
docking	piercing or perforating pastry dough before baking in order to allow steam to escape and to avoid blistering.
drained weight	the weight of solid canned fruit after draining off the juice.

dredge	to sprinkle thoroughly with sugar or another dry powder.
drop batter	a batter that is too thick to pour but will drop from a spoon in lumps.
Dutch process cocoa	cocoa that has been processed with a alkali to reduce its acidity.
éclair paste	a paste or dough made of boiling water or milk, butter, flour and eggs used to make éclairs, cream puffs and similar products.
emulsion	a uniform mixture of two or more unmixable substances.
endosperm	the starchy inner portion of grain kernels.
extraction	the portion of the grain kernel that is separated into a particular grade of flour, usually expressed as a percentage.
fermentation	the process by which yeast changes carbohydrates into carbon dioxide gas and alcohol.
foaming	the process of whipping eggs, with or without sugar, to incorporate air.
fondant	a type of icing made of boiled sugar syrup that is agitated so that it crystallizes into a mass of extremely small white crystals.
frangipane	a type of almond-flavoured cream.
French pastry	a variety of small fancy cakes and other pastries, usually in single-portion sizes.
French-style ice cream	ice cream containing egg yolks.
fritter	a deep fried item made of or coated with a batter or dough.
frozen mousse	a still-frozen dessert containing whipped cream.
ganache	a rich cream made of sweet chocolate and heavy cream.
gâteau	French word for "cake".
gaufre	French word for "waffle".

gelatinization	the process by which starch granules absorb water and swell in size.
Génoise	a sponge cake made with a batter containing melted butter.
germ	the plant embryo portion of a grain kernel.
glacé	(1) glazed: coated with icing. (2) frozen.
glaze	(1) a shiny coating, such as a syrup, applied to a food. (2) to make a food shiny or glossy by coating it with a glaze or by browning it under a broiler or in a hot oven.
gliadin	a protein in wheat flour that combines with another protein glutenin to form gluten.
gluten	an elastic substance formed from proteins present in wheat flours that give structure and strength to bake goods.
glutenin	see gliadin
gram	the basis unit of weight in the metric system; equal to about one-thirtieth of an ounce.
granite	a coarse crystalline frozen dessert made of water, sugar and fruit juice or another flavouring.
gum paste	a type of sugar paste or pastillage made with vegetable gum.
hard sauce	a flavoured mixture of confectioner's sugar and butter often served with steamed puddings.
hard wheat	wheat high in protein.
hearth bread	a bread that is baked directly on the bottom of the oven, not in a pan.
heavy pack	a type of canned fruit or vegetable with very little added water or juice.
high-ratio	(1) term referring to cakes and cake formulas mixed by a special method and containing more sugar than flour. (2) the mixing method used for these cakes.

	(3) term referring to certain specially formulated ingredients used in these cakes such as shortening.
high-ratio method	see two-stage method
homogenized milk	milk that has been processed so that the cream does not separate out.
hydrogenation	a process that converts liquid oils to solid fats (shortenings) by chemically bonding hydrogen to the fat molecules.
ice	a frozen dessert made of water, sugar and fruit juice.
ice cream	a churn-frozen mixture of milk, cream, sugar, flavourings and sometimes eggs.
icing comb	a plastic triangle with toothed or serrated edges, used for texturing icings.
inversion	a chemical process in which a double sugar splits into two simple sugars.
invert sugar	a mixture of two simple sugars, dextrose and levulose resulting from the breakdown of sucrose.
Italian meringue	a meringue made by whipping a boiling syrup into egg whites.
Japonaise	a baked meringue flavoured with nuts.
kernel paste	a nut paste similar to almond paste made of apricot kernels and sugar.
kilo	prefix in the metric system meaning "one thousand".
kirsch	a clear alcoholic beverage distilled from cherries.
kugelhopf	a type of rich sweet bread or coffee cake usually made in a tube-type pan.
ladyfinger	a small dry finger-shaped sponge cake or cookie.
langue-de-chat	a thin crisp cookie. The French name means "cat's tongue" referring to the shape of the cookie.
lean dough	a dough that is low in fat and sugar.

leavening	the production or incorporation of gasses in a baked product to increase volume and to produce shape and texture.
linzertorte	a tart made of raspberry jam and a short dough containing nuts and spices.
litre	the basic unit of volume in the metric system, equal to slightly more than a quart.
macaroon	a cookie made of eggs, usually whites and almond paste or coconut.
malt syrup	a type of syrup containing maltose sugar extracted from sprouted barley.
marble	to partly mix two colours of cake batter or icing so that the colours are in decorative swirls.
marron	French work for "chestnut".
marshmallow	a light confection icing or filling made of meringue and gelatin or other stabilizers.
marzipan	a paste or confection made of almonds and sugar and often used for decorative work.
meal	coarsely ground grain.
Melba sauce	a sweet sauce made of pureed raspberries and sometimes red currants.
meringue	a thick white foam made of whipped egg whites and sugar.
meringue Chantilly	baked meringue filled with whipped cream.
meringue glacée	baked meringue filled with ice cream.
metre	the basic unit of length in the metric system, slightly longer than one yard.
milli	prefix in the metric system meaning "one-thousandth".
modelling chocolate	a thick paste made of chocolate and glucose which can be moulded by hand into decorative shapes.
molasses	a heavy brown syrup made from sugar cane.

monosaccharide	a simple or single sugar such as glucose and fructose.
mousse	a soft or creamy dessert that is made light by the addition of whipped cream, egg whites or both.
napoleon	a dessert made of layers of puff pastry filled with pastry cream. Also called mille-feuille.
net weight	the weight of the total contents of a can or package.
no-time dough	a bread dough made with a large quantity of yeast and given no fermentation time except for a short rest after mixing.
nougat	a mixture of caramelized sugar and almonds or other nuts used in decorative work and as a confection and flavouring.
old dough	a dough that is overfermented.
one-stage method	a cookie mixing method in which all ingredients are added to the bowl at once.
Othello	a type of small, single-portion size, spherical sponge cake filled with cream and iced with fondant.
oven spring	the rapid rise of yeast goods in the oven due to the production and expansion of trapped gasses caused by the oven heat.
overrun	the increase in volume of ice cream or frozen desserts due to the incorporation of air while freezing.
pain d'épice	a type of gingerbread. French name means "spice bread".
palmier	a small pastry or petit four sec made of rolled sugared puff pastry cut into slices and baked.
parfait	(1) a type of sundae served in a tall thin glass. (2) a still-frozen dessert made of egg yolks, syrup and heavy cream.
Paris-Brest	a dessert consisting of a ring of baked éclair paste filled with cream.

pasteurized	heat-treated to kill bacteria that might cause disease or spoilage.
pastillage	a sugar paste used for decorative work which becomes very hard when dry.
pastry cream	a thick custard sauce containing eggs and starch.
pastry flour	a weak flour used for pastries and cookies.
pâte à choux	éclair paste.
pâte feuilletée	French name for puff pastry.
peel	a flat wooden shovel used to place hearth breads in an oven and to remove them.
petit four	a delicate cake or pastry small enough to be eaten in one or two bites.
petit four glacé	an iced or cream-filled petit four.
petit four sec	an un-iced or unfilled petit four ("sec" means "dry"), such as a small butter cookie or palmier.
Philadelphia-style ice cream	ice cream containing no eggs.
phyllo	a paper-thin dough or pastry used to make strudels and various Middle Eastern and Greek desserts.
piping jelly	a transparent sweet jelly used for decorating cakes.
pithiviers	a cake made of puff pastry filled with almond cream.
pot de crème	a rich baked custard.
pour batter	a batter that is liquid enough to pour.
praline	a confection of flavouring made of nuts and caramelized sugar.
press	a scaled piece of dough that is divided into small equal units in a dough divider.
profiterole	a small puff made of éclair paste often filled with ice cream and served with chocolate sauce.

puff pastry	a very light flaky pastry made from a rolled-in dough and leavened by steam.
pulled sugar	sugar that is boiled to the hard-crack stage, allowed to harden slightly then pulled or stretched until it develops a pearly sheen.
Pullman loaf	a long rectangular loaf of bread.
pumpernickel flour	a coarse flaky meal made from whole rye grains.
punching	a method of expelling gasses from fermented dough.
purée	a food made into smooth pulp, usually by being ground or forced through a sieve.
retarding	refrigerating a yeast dough to slow the fermentation.
rice Condé	a thick moulded rice pudding, usually topped with fruit.
rice impératrice	a rich rice pudding containing whipped cream, candied fruits and gelatin.
rich dough	a dough high in fat, sugar and/or eggs.
rolled-in-dough	dough in which a fat has been incorporated in many layers by using a rolling and folding procedure.
rounding	a method of moulding a piece of dough into a round ball with a smooth surface or skin.
royal icing	a form of icing made of confectioner's sugar and egg whites used for decorating.
rye blend	a mixture of rye flour and hard wheat flour.
sabayon	a foamy dessert or sauce made of egg yolks whipped with wine or liqueur.
sacristain	a small pastry made of a twisted strip of puff paste coated with nuts and sugar.
St. Honoré	(1) a dessert made of a ring of cream puffs set on a short dough base and filled with a type of pastry cream. (2) the cream used to fill this dessert, made of pastry cream and whipped egg whites.

savarin	a type of yeast bread or cake that is soaked in syrup.
scaling	weighing usually of ingredients or of dough or batters.
scone	a type of biscuit or biscuit-like bread.
scone flour	a mixture of flour and baking powder that is used when very small quantities of baking powder are needed.
sherbet	a frozen dessert made of water, sugar, fruit juice and sometimes milk or cream.
short	having a high fat content which makes the product, such as a cookie or pastry very crumbly and tender.
shortbread	a crisp cookie made of butter, sugar and flour.
shortening	(1) any fat used in baking to tenderize the product by shortening gluten strands. (2) a white tasteless solid fat that has been formulated for baking or deep-frying.
simple syrup	a syrup consisting of sucrose and water in varying proportions.
soft wheat	wheat low in protein.
solid pack	a type of canned fruit or vegetable with no water added.
sorbet	French word for "sherbet".
soufflé	(1) a baked dish containing whipped egg whites which cause the dish to rise during baking. (2) a still-frozen dessert made in a soufflé dish so that it resembles a baked soufflé.
sourdough	(1) a yeast-type dough made with a sponge or starter that has fermented so long that it has become very sour or acidic. (2) a bread made with such a dough.
sponge	a batter or dough of yeast, flour and water that is allowed to ferment and is then mixed with more flour and other ingredients to make a bread dough.
sponge cake	a type of cake made by whipping eggs and sugar to a foam, then folding in flour.

sponge method	a cake mixing method based on whipped eggs and sugar.
spun sugar	boiled sugar made into long thin threads by dipping wires into the sugar syrup and waving them so that the sugar falls off in fine streams.
staling	the change in texture and aroma of baked goods due to the loss of moisture by the starch granules.
stollen	a type of sweet yeast bread with fruit.
straight flour	flour made from the entire wheat kernel minus the brand and germ.
streusel	a crumbly topping for baked goods consisting of fat, sugar and flour rubbed together.
strong flour	flour with a high protein content.
strudel	(1) a type of dough that is stretched until paper-thin. (2) a baked item consisting of a filling rolled up in a sheet of strudel dough or phyllo dough.
sucrose	the chemical name for regular granulated sugar and confectioner's sugar.
Swiss roll	a thin sponge cake layer spread with a filling and rolled up.
syrup pack	a type of canned fruit containing sugar syrup.
tempering	the process of melting and cooling chocolate to specific temperatures in order to prepare it for dipping, coating or moulding.
torte	German word for various types of cakes usually layer cakes.
tunnelling	a condition of muffin products characterized by large elongated holes, caused by overmixing.
turntable	a pedestal with a flat rotating top used for holding cakes while they are being decorated.
two-stage method	a cake mixing method beginning with the blending of flour and high-ratio shortening, followed by the addition of liquids. Also called the high-ratio method.

vacherin	a crisp meringue shell filled with cream, fruits or other items.
wash	(1) a liquid brushed onto the surface of a product usually before baking. (2) to apply such a liquid.
water pack	a type of canned fruit or vegetable containing the water used to process the item.
weak flour	flour with a low protein content.
whole wheat flour	flour made by grinding the entire wheat kernel, including the bran and germ.
young dough	a dough that is under-fermented.
zabaglione	an Italian dessert or sauce made of whipped egg yolks and Marsala wine.
zest	the coloured outer portion of the peel of citrus fruits.

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PERCENTAGE RATINGS

BLOCK A **SANITATION AND SAFETY PRACTICES**

Task 1 Applies accident prevention and hygiene principles and practices to ensure a safe, injury-free and sanitary work environment.

BLOCK B **PROFESSIONAL AND PERSONAL SKILLS**

%	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
	ND	ND	11	ND	5	5	12	5	15	10	NV	NV	9%

Task 2 Possesses personal abilities and manual dexterity.

%	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
	ND	ND	100	ND	100	100	100	100	100	100	NV	NV	100%

BLOCK C **COMPUTER KNOWLEDGE, BOOKKEEPING AND TERMINOLOGY**

%	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
	ND	ND	5	ND	3	5	9	0	2	4	NV	NV	4%

Task 3 Uses computers and applies related terminology.

%	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
	ND	ND	100	ND	100	100	100	0	100	100	NV	NV	100%

BLOCK D **SELECTION AND OPERATION OF TOOLS AND NON-MECHANIZED EQUIPMENT**

%	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
	ND	ND	9	ND	11	7	12	10	15	10	NV	NV	11%

Task 4 Operates and uses tools and non-mechanized equipment.

	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
%	ND	ND	100	ND	100	100	100	100	100	100	NV	NV	100%

BLOCK E **SELECTION AND OPERATION OF MECHANIZED AND COMPUTERIZED EQUIPMENT**

	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
%	ND	ND	9	ND	11	8	11	10	10	6	NV	NV	9%

Task 5 Utilizes mechanized and computerized equipment.

	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
%	ND	ND	100	ND	100	100	100	100	100	100	NV	NV	100%

BLOCK F **PRODUCTION TECHNIQUES**

	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
%	ND	ND	22	ND	25	15	16	15	15	21	NV	NV	18%

Task 6 Demonstrates artistic skills and applies various techniques.

	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
%	ND	ND	100	ND	100	100	100	100	100	100	NV	NV	100%

BLOCK G **PREPARATION OF DOUGHS AND BATTERS**

	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
%	ND	ND	17	ND	25	28	16	40	20	24	NV	NV	25%

Task 7 Prepares and finishes doughs.

	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
%	ND	ND	50	ND	52	37	53	75	60	70	NV	NV	57%

Task 8 Prepares and finishes batters.

%	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
	ND	ND	50	ND	48	63	47	25	40	30	NV	NV	43%

BLOCK H **PREPARATION OF CREAMS, FILLINGS, ICINGS, TOPPINGS, DESSERTS, CONFECTIONS AND ICE CREAM**

%	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
	ND	ND	17	ND	15	23	12	15	20	19	NV	NV	17%

Task 9 Prepares creams, fillings, icings and toppings.

%	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
	ND	ND	50	ND	67	70	71	67	50	68	NV	NV	63%

Task 10 Prepares desserts, confections and ice cream.

%	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
	ND	ND	50	ND	33	30	29	33	50	32	NV	NV	37%

BLOCK I **MANAGEMENT TECHNIQUES**

%	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
	ND	ND	10	ND	5	9	12	5	3	6	NV	NV	7%

Task 11 Manages large bakeries, factories and production plants.

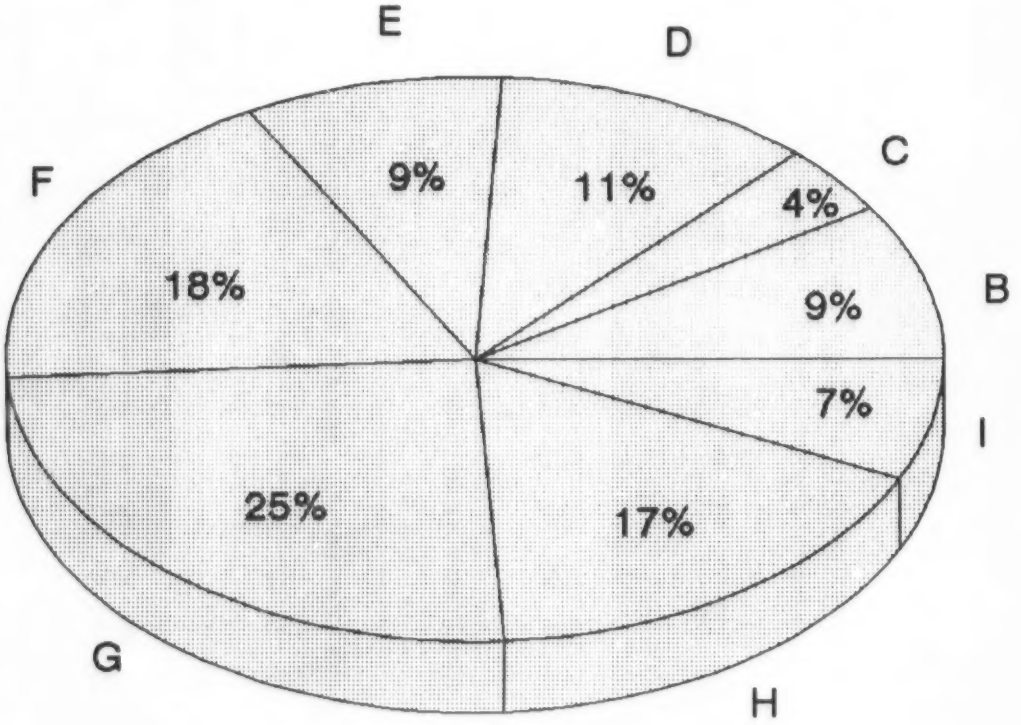
%	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
	ND	ND	25	ND	40	0	40	25	33	18	NV	NV	26%

Task 12 Manages small operations, such as hotel, restaurant and small pastry shops.

%	NF	NS	PE	NB	PQ	ON	MA	SK	AB	BC	NT	YK	Nat. Avg.
	ND	ND	75	ND	60	100	60	75	70	82	NV	NV	74%

BLOCK PERCENTAGES*

Baker



*National percentage of time a tradesperson spends performing the tasks in a block on an annual basis, taking into consideration their complexity (importance plus difficulty).

TITLES OF BLOCKS

A	SANITATION AND SAFETY PRACTICES**
B	PROFESSIONAL AND PERSONAL SKILLS
C	COMPUTER KNOWLEDGE, BOOKKEEPING AND TERMINOLOGY
D	SELECTION AND OPERATION OF TOOLS AND NON-MECHANIZED EQUIPMENT
E	SELECTION AND OPERATION OF MECHANIZED AND COMPUTERIZED EQUIPMENT
F	PRODUCTION TECHNIQUES
G	PREPARATION OF DOUGHS AND BATTERS
H	PREPARATION OF CREAMS, FILLINGS, ICINGS, TOPPINGS, DESSERTS, CONFECTIONS AND ICE CREAM
I	MANAGEMENT TECHNIQUES

** Since safety practices are a mandatory feature of all occupations, they are considered common core, ratings are not required and thus Block A does not appear on the chart.